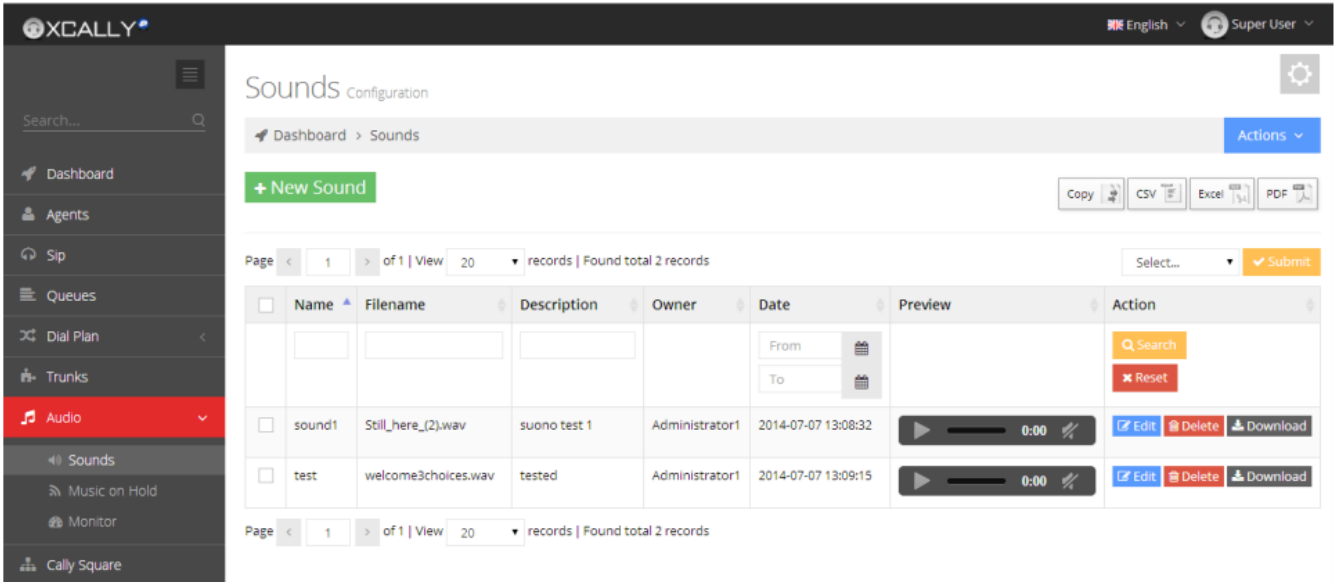


# Audio

The Audio menu is dedicated to the upload and the managing of different types of audio files, collected in three different sections:

- the **Sounds** Section, for generic audio files;
- the **Music on Hold** Section, for audio files to play during the caller's waiting time;
- the **Recordings** Section, for the recorded calls.



In each of these sections there is the list of the audio files already created, as shown in this screenshot.

There are some actions that can be done quickly through the Audio table:

- Add a new Sound or a new Music on Hold, filling this form:

### Add Sound

Name \*

Type a name (E.g: Sound1, AudioDemo) and check its availability.

File  [Select...](#)

Description

This textarea has a limit of 225 chars.

[Close](#) [Save changes](#)

- Delete the audio file
- Edit the audio file parameters
- Download a copy of the audio file
- Listen to the audio file preview.